

Drug and Alcohol Testing Program

Employees who operate agency vehicles are subject to drug and alcohol testing if a commercial driver's license is required to operate the agency vehicle and the agency vehicle transports sixteen or more persons including the driver or the agency vehicle weighs twenty-six thousand one pounds or more. For purposes of the drug and alcohol testing program, the term "employees" includes applicants who have been offered a position to operate an agency vehicle.

The employees operating an agency vehicle as described above are subject to pre-employment drug testing, and random, reasonable suspicion, post-accident, return-to-duty and follow-up drug and alcohol testing. Employees operating agency vehicles shall not perform a safety-sensitive function within four hours of using alcohol. Employees governed by this policy shall be subject to the drug and alcohol testing program beginning the first day they operate or are offered a position to operate agency vehicles and continue to be subject to the drug and alcohol testing program as long as they may be required to perform a safety-sensitive function as it is defined in the administrative regulations. Employees with questions about the drug and alcohol testing program may contact the agency contact person:

Assistant Chief Administrator/Director of Human Resources,
1521 Technology Parkway, Cedar Falls, IA 50613
(319) 273-8245

Employees who violate the terms of this policy may be subject to discipline up to and including termination. Employees who violate this policy may be required to successfully participate in a substance abuse evaluation and, if recommended, a substance abuse treatment program. Employees required to participate in and who fail to or refuse to successfully participate in a substance abuse evaluation or recommended substance abuse treatment program may be subject to discipline up to and including termination.

It is the responsibility of the chief administrator/designee to develop administrative regulations to implement this policy. The chief administrator/designee shall also inform applicants of the requirement for drug and alcohol testing in notices or advertisements for employment, in the application form and personally at the first interview with the applicant.

The chief administrator/designee shall also be responsible for publication and dissemination of this policy and its supporting administrative regulations to employees operating agency vehicles. The chief administrator/designee shall also oversee a substance-free awareness program to educate employees about the dangers of substance abuse and notify them of available substance abuse treatment resources and programs.

Legal Reference:

Omnibus Transportation Employee Testing Act of 1991
42 U.S.C. § 12101 et seq. (Supp.1990)
41 U.S.C. § 701-707 (1988)
49 C.F.R. Pt. 40; 382; 391.81-123 (1994)
34 C.F.R. Pt. 85 (1993)
Local 301, Internat'l Assoc. of Fire Fighters, AFL-CIO, and
City of Burlington, PERB No. 3876 (3-26-91)
Iowa Code § 124; 279.8, 730.5 (1993)

Cross Reference:

401.16 Drug-Free Workplace

(See Drug and Alcohol Testing Program Regulations on file in the Human Resources Office.)

Adopted: 03-13-03
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